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Daniel Bennett
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Minutes

Building Code Coordinating Council (BCCC) Subcommittee
Department of Public Safety – One Ashburton Place Room 1301– Boston, MA
November 2, 2016
1:00pm

1. **Welcome**
2. **Roll Call** – meeting started at 1:10pm

a. Beth McLaughlin, Chair	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
b. Peter Senoupolos	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
c. Stephen Rourke	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
d. Kevin Scanlon	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
e. Shannon Sullivan	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
f. Paul Halfmann	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent
g. Stephen Carley	<input checked="" type="checkbox"/> present	<input type="checkbox"/> absent

3. **Revisions to current protocol**

a. BDM opened the floor for discussion on the revisions to the current protocol. PS provided history on the formation of the BCCC subcommittee arising out of the issue of the 1st, 2nd, and 3rd read of proposed regulations and observed that it is not memorialized in the current protocol. The existing protocol calls for review and approval only. BDM discussed whether to include language to not use the practice of a 1st, 2nd, or 3rd read or simply make a recommendation to BCCC to go back to Roberts Rules and parliamentary procedure. PS suggested each proposal be handled on a case by case basis, and the members concurred.

MOTION: **BY SR: To conform the process to the regular rules of parliamentary procedure and send it by memo to other members of the BCCC for recommendation and to note it in the BCCC minutes but not to memorialize it in the current protocol.**

SECONDED: **PH**

VOTED: **Unanimous**

b. PH opens discussion on how to reconcile the inconsistencies of the use of the words “and approval” in paragraphs 1 and 7, and the word “recommendation” in paragraph 10. BDM states that the document is internally inconsistent. SS suggests taking out the word “approval” and leave 10 the way it is. PS discusses that the word “recommendation” in paragraph 10 is the key word. SC suggests duplicating the changes in paragraph 1 in paragraph 7 as well.

MOTION: **BY PS: Strike the word “approval” that appears in paragraphs 1 and 7 and leave paragraph 10 alone.**

SECONDED: **KS**

VOTED: **Unanimous**

c. BDM opens discussion for clarification purposes, by adding after the last sentence of paragraph 1 “*but before the promulgation process has begun.*” Discussion as to at what point the process starts. The language “*but before such process has begun*” is limited to just the proposal before the BCCC.

MOTION: **BY SC to add after the last sentence of paragraph 1, after the word “process” the following: “*but before such process has begun.*”**

SECONDED: **KS**

VOTED: **Unanimous**

d. Discussion regarding the remaining paragraphs of the protocol. Paragraph 6 - discussion of whether to revise language regarding the attempt to make every reasonable effort to act within the 2 meetings of the Council on any regulation submitted for approval. PS suggests leaving it as is because the paragraph is meant as a goal and is not meant to be definitive. The members concurred.

e. BDM opens discussion of paragraph 9 and the reference to EO485 and whether there should be a specific reference to an EO or modify the paragraph to reflect generic language so there will not be a need to amend the protocol again in the future. SS states paragraph 9 should be deleted because the subject is covered in paragraph 1 with the addition of the new language.

MOTION: **BY PS: Strike paragraph 9 in its entirety and renumber remaining paragraphs.**

SECONDED: **SS**

VOTED: **Unanimous**

f. SC discussed housekeeping issue with paragraph 10. G.L. c. 30 should read 30A.

4. **Matters not reasonably anticipated 48 hours in advance of meeting**
No discussion.

5. **Schedule next meeting**
No discussion to schedule next meeting.

6. **Adjourn**

MOTION: **BY PS to Adjourn**

SECONDED: **SC**

VOTED: **Unanimous**

Meeting adjourned 1:28pm